

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, April 18, 2023
5:30 p.m.

Osborn Room
Bloomington Police Department
305 S. East Street, Bloomington, IL 61701

Minutes

- I. Call to Order
President Westerhout called the meeting to order at 5:30 p.m.
- II. Roll Call
Trustees Present: Alicia Henry, Dianne Hollister, Van Miller (arrived at 5:33 p.m.), Catrina Parker, Matt Watchinski, Julian Westerhout

Trustees Absent: John Argenziano, Susan Mohr, Alicia Whitworth

Others Present: Nan Goerlitz, Jeanne Hamilton, Kathy Jeakins, Caprice Prochnow
- III. Introduction of Public
There were no public in attendance.
- IV. Public Comment
There were no public comments.
- V. President's Report
President Westerhout gave a reminder to those who have not yet filed their Statement of Economic Interest that the deadline is next month.
He shared that Jeanne Hamilton presented an expansion project update at the previous night's City Council meeting.
- VI. Director's Report
Jeanne Hamilton introduced Nan Goerlitz, our new Administrative Assistant. Nan will be taking care of the minutes and Board packets for this Board.
Jeanne shared that the Bookmobile attendance is very high right now, and it could exceed the past 7 years of attendance highs. She commented that this is probably because of added stops and continued outreach to new and lower attended stops.
She mentioned that construction is moving along well, and Phase 2 is on track for late July. The library will probably close for a couple days for collection movement, but the plan is to keep any closure to a minimum.
Jeanne indicated that a two-ton chiller is being lifted onto the roof this week. The library will close during this operation for safety reasons, but the closure should only be about 45-60 minutes.

She indicated our mosaic fundraiser is complete, having raised \$12,300. Fundraising is currently in a passive state at this point, with additional fundraising going toward things like outfitting the Innovation Lab, etc. There was some discussion of stewardship for the donors, and Jeanne stated that plans were forming for special tours, naming rights, and future collaborations with those who have donated or expressed interest in partnering on future projects/programs.

There was a question about the Summer Reading Program theme of Build a Better World at Your Library. Jeanne confirmed that staff created the theme to tie into our expansion project.

VII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that revenues and expenditures should be a little over 91% through the end of March. Projections have been exceeded in revenues and underspent in expenditures. With the end of the fiscal year approaching, staff are keeping a close watch on both expenditures and revenues. She entertained questions.

VIII. Consent Agenda

A. Approve Minutes of March 21, 2023 Regular BPL Board Meeting

B. Approve Bills List of March 2023

MATT WATCHINSKI MOVED, CATRINA PARKER SECONDED, TO APPROVE THE CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY.

IX. Executive Session – Performance and Compensation of a Specific Employee (5 ILCS 120/2(c)(1))

DIANNE HOLLISTER MOVED, CATRINA PARKER SECONDED, TO GO INTO EXECUTIVE SESSION TO DISCUSS PERFORMANCE AND COMPENSATION OF A SPECIFIC EMPLOYEE.

Ayes: Alicia Henry, Dianne Hollister, Van Miller, Catrina Parker, Matt Watchinski, Julian Westerhout

Nays: None

Absent: John Argenziano, Susan Mohr, Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

The Board went into Executive Session at 5:48 p.m.

CATRINA PARKER MOVED, MATT WATCHINSKI SECONDED, TO RESUME REGULAR SESSION. THE MOTION CARRIED UNANIMOUSLY.

The Board resumed regular session at 6:16 p.m.

President Westerhout stated that no action took place during Executive Session.

X. Approval Items

A. Approve Director Merit Increase for FY24

The President indicated that both the Board and Managers gave Jeanne very positive evaluations. He went on to express the Board's heartfelt gratitude for the job she's doing.

CATRINA PARKER MOVED, DIANNE HOLLISTER SECONDED, TO APPROVE A MERIT INCREASE OF 4 PERCENT FOR FY24

Ayes: Alicia Henry, Dianne Hollister, Van Miller, Catrina Parker, Matt Watchinski, Julian Westerhout

Nays: None

Absent: John Argenziano, Susan Mohr, Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY

B. Review and Approve Salary Ranges for Non-Union Employees

Jeanne worked with Gayle to develop the salary ranges. The company HR Source put together a salary survey for libraries, and Bloomington received access to the results free by participating in the survey. Gayle also attended a webinar on developing ranges. These new ranges are in alignment with Bloomington's peer libraries and market changes.

MATT WATCHINSKI MOVED, CATRINA PARKER SECONDED, TO APPROVE SALARY RANGES FOR NON-UNION EMPLOYEES. THE MOTION CARRIED UNANIMOUSLY.

C. Approve FY24 Slate of Officers

Matt Watchinski, Chair, reported that the proposed FY24 Slate of Officers is as follows:

President – Julian Westerhout

Vice-President – Susan Mohr

Treasurer – Catrina Parker

Secretary – Dianne Hollister

VAN MILLER MOVED, MATT WATCHINSKI SECONDED, TO APPROVE FY24 SLATE OF OFFICERS. THE MOTION CARRIED UNANIMOUSLY.

XI. Comments from Trustees

Julian indicated that the Board had discussed the Strategic Plan last month and asked everyone to come prepared to discuss one or more goal suggestions at next month's meeting. Jeanne will send out the current Strategic Plan for reference.

Julian commented that this will be his last year on the Board. The current Board and staff have made it a rewarding experience.

Catrina shared that she was interviewed by The Guardian and WGN News about the Golden Girls convention. She was quoted several times in the article, and they mentioned her podcast. Dianne appreciated the information about increased attendance for the Bookmobile. At the RAILS meetings there's a time to "honk your horn" about your library, and she plans to share this news.

Dianne commented that she got a call from RAILS looking for a recommendation of a Library Trustee to run for the RAILS Board. She would like to see more representation from our area and asked if anyone had suggestions to let her know.

Dianne also expressed that she loves our programs, especially the First Ladies programs.

Dianne had a question about the donation threshold for naming recognition for rooms at the library. Jeanne shared that a \$5,000+ donation receives room naming recognition. There will also be a donor wall which will recognize donations of \$500 or more.

XII. Adjournment

VAN MILLER MOVED, MATT WATCHINSKI SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Westerhout adjourned the meeting at 6:43 p.m.